



**UNITARIAN UNIVERSALIST
CHURCH OF CHARLOTTE**
DISCOVER DEEPER SPIRITUAL MEANING

ANNUAL REPORT 2010-2011

*THE MISSION OF THE UNITARIAN UNIVERSALIST CHURCH
OF CHARLOTTE IS TO INSPIRE CHILDREN, YOUTH AND
ADULTS TO DISCOVER AND ARTICULATE DEEPER SPIRITUAL
MEANING EVIDENCED IN LIVES OF INTEGRITY,
COMPASSION AND STEWARDSHIP OF THE EARTH.*

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IN MEMORIAM

May 23, 2010 – May 21, 2011

Here we record the names of members of our church
who have died during the past year.

We remember them with affection and here express
our grateful appreciation for their loyalty and devotion.

* * *

David Bertke

Elizabeth Billings

Tim Lemmond

* * *

In addition, several persons have died who,
although not members of our Congregation, were dear to our members.
We offer our condolences and sympathy to all those who mourn.

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UNITARAIN UNIVERSALIST CHURCH OF CHARLOTTE

Leadership and Staff 2010-2011

BOARD OF TRUSTEES:

<u>Board of Trustees</u>	<u>Name</u>
<i>BOT Chair</i>	Colleen Beale
<i>BOT Clerk</i>	Eric Blau
<i>Trustee-At-Large</i>	Fred Dodson
<i>Trustee-At-Large</i>	Nancy Greene
<i>Trustee-At-Large</i>	Katy Ridnouer
<i>Trustee-At-Large</i>	Carol Rousey
<i>Trustee-At-Large</i>	Greg Schropp
<i>Trustee-At-Large</i>	Brad Smith
<i>Trustee-At-Large</i>	George Weir

CONGREGATIONAL TEAMS:

<i>Team</i>	Chair
<i>Adult Religious Education and Spiritual Development (ARESD)</i>	Richard Kushmaul
<i>Building & Grounds</i>	Don Faires

<i>Children & Youth Religious Education (CYRET)</i>	Carol Hartley
<i>Communications</i>	Matt Merkel
<i>Community Building</i>	June Blotnick
<i>Congregational Support</i>	Becky Whittington
<i>Denominational Connections</i>	Cindy Fox
<i>Denominational Connections</i>	Phil Sterner
<i>Finance</i>	Rob Marcy
<i>Memorial Endowment Trust</i>	Dana Hershey
<i>Membership Involvement</i>	Courtney McLaughlin
<i>Music Team</i>	Jim Alexander
<i>Sabbatical Planning Team</i>	Scott Oppenheimer
<i>Social Justice Co-Chair</i>	Jeff Barnes
<i>Social Justice Co-Chair</i>	Susan Cox
<i>Stewardship</i>	Randy Whitt
<i>Technology Team</i>	Dick Kistler
<i>ODS Management Team</i>	Janet Zick

STAFF:

Position	Name/Email	Phone
<i>Minister</i>	Rev. Jay Leach jay@uuccharlotte.org	704-366-8623 ext. 223
<i>Director of Administration</i>	Jeter Walker jeter@uuccharlotte.org	704-366-8623 ext. 222
<i>Dir. of Religious Education for Children and Youth (CYRE)</i>	Kathleen Carpenter kathleen@uuccharlotte.org	704-366-8623 ext. 225
<i>Director of Music</i>	John Herrick john@uuccharlotte.org	704-366-8623 ext. 230
<i>Administrative Assistant</i>	Alesia Hutto alesia@uuccharlotte.org	704-366-8623 ext. 221
<i>Administrative Assistant</i>	Chris Robertson chris@uuccharlotte.org	704-366-8623 ext. 224
<i>Adult Religious Education and Spiritual Development (ARESD)</i>	Richard Kushmaul richard@uuccharlotte.org	704-366-8623 ext. 229
<i>Membership Coordinator</i>	Courtney McLaughlin courtney@uuccharlotte.org	704-366-8623 ext. 231
<i>Congregational Support</i>	Becky Whittington becky@uuccharlotte.org	704-996-9228
<i>Children's Choir Director</i>	Donna Fisher donnafish@bellsouth.net	704-364-6494
<i>Organist/Pianist</i>	Scott Whitesell seguenc@aol.com	

OPEN DOOR SCHOOL:

Director	Amy Schofield Smith Amy.smith@uuccharlotte.org	704-364-1521
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MINUTES OF THE ANNUAL CONGREGATIONAL MEETING

Annual Meeting, Sunday, May 23, 2010

page 1 of 2

Welcome and Call to Order

Fred Dodson, Board Chair, welcomed everyone and called the meeting to order at 12:27 p.m.

Verification of Quorum

As of May 23, 2010, there were 625 total eligible voting members, which meant that 125 constituted a quorum, which is 20% of eligible members. At the time of counting, there were 106 voting members present, 19 members short of a quorum. A motion was made by Jeanette Manning, seconded by Lois Lee, to suspend the quorum and proceed with the meeting. It passed in excess of 80% of those present.

Board Comments, Board Officers

Fred Dodson reported that some of the highlights of the work of the Board this past year included a policy developed by the Right Relations Committee, which the Board is in the process of implementing, minister's evaluation, minister's sabbatical, and the Charlotte Watkins' Beacon Award.

He thanked continuing Board members Colleen Beale, Eric Blau, Nancy Greene, Carol Rousey and George Weir, and recognized the outgoing members Laura Neff, Karen Parker Thompson and Dave Walsh to thank them for their service to the church. He reminded the congregation that the by-laws require the officers to be selected by the Board and He also announced that Colleen Beale has agreed to be president and Eric Blau the Board clerk for the upcoming year.

Nomination of New Board Members

After thanking Cindy Fox and Rob Marcy for their work on the committee, Nomination Committee chair Laurie Reed presented the slate of nominees for 2010-11: Katy Ridnour, Greg Schropp and Brad Smith; no nominations from the floor. The motion to accept the nominees as presented were made by Betty Robinson, seconded by Loyd Dillon; motion passed unanimously.

Financial Report was presented beginning at 12:33

Jeter Walker presented the financial report and referred to the three graphs highlighting budget and pledge growth, membership trend and pledge income trend.

He asked Randy Whitt to present the **Stewardship Report**. Randy brought our attention to the proposed budget and, acknowledging the challenging economy and recognizing that many gave as much as they could, and also apologizing to those who gave significantly, he nevertheless expressed disappointment. He indicated that the job of the finance team was difficult. He expressed the desire to get the message to everyone of the importance of giving. The \$629,500 was pledged by 383 or units. This includes 190 members (or units?) who pledged nothing or decreased their pledge and 102 members (or units?) who have not responded to any of the many requests for a pledge.

Randy thanked the stewardship team and the great canvassers and encouraged everyone to help the stewardship committee by encouraging all members to give as generously as they can.

Fred indicated that the Board's work in the coming year will include working with the congregation to determine our vision for the UUC and whether we can afford it.

MINUTES OF THE ANNUAL CONGREGATIONAL MEETING

Annual Meeting, Sunday, May 23, 2010

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Jeter continued with the **Finance Report** by explaining that the repairs to the church necessitate combining the old debt with new areas in need of repair, namely three of our four roofs. He asked that the congregation consider the following resolution: **(Attach resolution)**

The resolution was moved by Loyd Dillon, seconded by Laurie Reed. The ensuing discussion included questions about the value of the property, whether we have a special fund for unexpected expenses, the current Envisioning Plan that was developed 4 years ago, desire to fix the building, list of jobs to be done, possibility of a capital campaign, among others. Jeter explained that a team will be formed this year to answer the question of what the congregation really wants and how we get there. The motion passed unanimously.

Continuing with the Finance Report, Jeter pointed out that this is the second consecutive year the staff went without a raise, but passing this budget does allow all the present staff to continue in their present capacity. He thanked Becky Whittington, Courtney McLaughlin and Richard Kushmaul for their work.

The 2010-11 Budget was moved to approve by Susan Cox and seconded by Lincoln Baxter; motion approved.

Fred thanked the staff and the committee for their work and dedication.

Motion to adjourn was made by Felicia Lee, seconded by Cathlean Utzig; motion passed and we adjourned at 1:13 p.m.

RESOLUTION OF THE CONGREGATION
Unitarian Universalist Church of Charlotte (UUCC)
May 23, 2010

Whereas the Bylaws require that the Congregation authorizes any indebtedness;

And whereas the Finance Team, the Coordinating Team and the Board of Trustees recommends this refinancing and increase in indebtedness;

Now therefore be it resolved that an increase in our indebtedness be authorized in an amount not to exceed \$450,000 in total in order to refinance existing loans and to provide resources for needed building repairs. Final terms of such a loan are subject to Board approval.

Duly adopted this 23rd of May, 2010

Nancy Greene,
Secretary to the Board

CHAIR OF THE BOARD REPORT

Annual Report 2010-2011

submitted by Colleen Beale, Board Chair

page 1 of 2

Policy Governance is a fundamental redesign of the role of a board, emphasizing values, vision and the empowerment of both board and staff. We began making this transition in 2004 and I think we continue to make great progress toward a true Policy Governance model. In this model of governance, the Board of Trustees aims to spend the majority of its time thinking about and planning for the future. This is articulated in our Mission and Ends statements. We are also charged with the responsibility to monitor the congregation's progress toward accomplishing these Ends. Here is a summary of activity this year devoted to these aspects:

Congregational Input

One of the major tenants of Policy Governance is to be in touch with, and gather input from the congregation. For the first six months of this year, the Board focused on this activity. We reached out in three distinct ways in order to gather the most feedback. The Board came up with a questionnaire and gathered input by:

- Reaching out to established small group gatherings;
- Conducting open sessions, led by a Board member, between church services;
- Made available an on-line survey

The questions that we asked were:

- As you think over the past, what has engaged you over time and what keeps you coming back, other than the Sunday Services?
- What are we doing that's important to you here?
- How can the church make better use of your skill sets?
- What could we offer, that we are not offering now, that you would like to be engaged in?
- How can we help you deeper your own Spiritual Meaning?
- What do you see as your responsibility to the Church?

Prioritization of Ends

After gathering input from the congregation, the Board took this input as part of a larger conversation, and focused on our ENDS. Specifically, this discussion was related to prioritizing our ENDS so that the coordinating team would have our guidance in order to update the Envisioning Plan. The Board was able to confirm that the prioritization of ENDS #1 and ENDS #2 is where we need to focus.

- ENDS Statement #1: We are a joyful, dynamic community of people who care about and are connected to each other. Here people are welcomed, heard, included and respected.
- ENDS Statement #2: We are a sanctuary for those on a liberal religious path and a beacon of progressive thought and action in the larger Charlotte community.

Other Work:

- The Board monitors the work of the church through periodic meetings with and reports from various established teams within the church. This year those teams have included: Finance, Stewardship, Nominating, and Memorial Endowment Trust. Monthly Board meetings include reports from the Coordinating Team, Finance, Membership, and general activities of the church.
- We made an effort to "Go Green" by implementing a secure Board website for documents and communications. We also instituted a paperless Board meeting by leveraging the technology of electronic documents, computers, and projectors.
- We gained efficiencies in time, and reduced paper use, by instituting a secure, on-line voting approval system of Board minutes that are confirmed in the monthly Board meetings.
- We held our annual retreat, in conjunction with the Senior Minister's return from Sabbatical, and used this time for fellowship, conversation, and to synthesize information and plan for the future.
- We conducted a comprehensive annual evaluation of the work of the Senior Minister toward the congregational Ends.

CHAIR OF THE BOARD REPORT
Annual Report 2010-2011
submitted by Colleen Beale Board Chair
page 2 of 2

- We approved a revised Sabbatical Plan.
- We voted to re-instate the Second Minister Search
- Hosted the annual Christmas Eve reception
- Selected this year's Sybil Bernstein Award recipient

Fred Dodson, Nancy Greene, and George Weir will be completing their three year terms at the end of June. Eric Blau, Katy Ridnouer, Carol Rousey, Greg Schropp, Brad Smith, and Colleen Beale will continue on the Board, and they will be joined by three new members to be elected at the Annual Meeting.

The Board would like to express our appreciation to the congregation and staff. We would like to specifically recognize our tremendously competent and dedicated professional staff and volunteers that worked so hard during the Sabbatical, thank you for an outstanding job.

We are so fortunate to have the services of a remarkably gifted minister, the finest professional staff, and a core of volunteers who work tirelessly together to inspire all of us to discover and articulate deeper spiritual meaning evidenced in lives of integrity, compassion and stewardship of the earth.

It has been an honor for me to serve you.

MINISTER

Annual Report 2010-2011

Submitted by: the Rev. James C. Leach, UUCC Minister

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The first half of this congregation year I enjoyed my first ever professional sabbatical. From July 1, 2010 until January 3, 2011, my life entailed just what a sabbatical intends—extensive time for reflection, renewal, rest and preparation. I relished this experience and we as a family found it a wonderful change of pace that was restorative for all of us.

That said, one of the many questions I considered during that time was whether a sabbatical of that extended length was best both for the congregation or me. I have proposed a sabbatical schedule to our Board that would entail shorter sabbaticals of slightly greater frequency. I am pleased that they have approved that new approach, something I think will benefit the UUCC and me.

I am deeply grateful to my professional colleagues, to a superb Sabbatical Planning Team, to an engaging list of lay service leaders and speakers, to an involved group of volunteers, and to my colleague Sarah York for helping to make this time possible. I am especially appreciative of the congregation's recognition of the value of sabbaticals for its minister and am pleased that the response to this experience seems to be a heightened awareness of its potential benefit for all of us.

I was pleased, though not surprised, to return to a flourishing congregation. I heard enthusiasm about what transpired in my absence, acclaim for the continued quality of the services, and appreciation for what we had continued to offer and accomplish. The newly repaired and renovated facility was a delight to behold on my first day back. We've addressed needs that had been looming and have a great group of volunteers to thank for making this possible and efficient. I met several of our newest members on my first Sunday back, a tribute to our welcome and vitality as a congregation.

Upon my return I was invited into the Board-led process of reflecting upon our future. Drawing on input from our members, the Board, serving in their role as our visionary leaders, has been considering our mission and ends as a congregation toward the goal of creating a more specific vision for the coming years.

Drawing on the Board's extensive, soon to be completed work, the Coordinating Team will be responsible to create a new Envisioning Plan, a guiding document for the next four or five years at the UUCC. As with its prior iteration, this will entail gathering significant input from our professional and volunteer staff and from our various Teams. I am hopeful that this very involved process will help us both continue to be ever clearer about our mission and hold ourselves accountable to an inspiring vision of who and how we are striving to become.

Part of my sabbatical reflection on my role here has led me to try to make a shift in where I invest my time and energy. As minister, I need to try to stay focus on the role of the minister and to make every effort to let others take leadership and responsibility in areas that do not necessarily require my involvement. In the place of these things, I am particularly investing time and energy into the neglected role of teacher. I'm now creating Adult Religious Education / Spiritual Development offerings on a regular basis. I am continuing to try to assess the use of my time and to stay as focused as possible on my roles as minister and chief-of-staff.

Regarding the role of professional ministry here, I must cite my excitement at the Board's recent vote to reactivate our search for an Assistant Minister. This search, suspended previously due to financial challenges, will prepare us to hire a second minister to begin here in the late summer of 2012. I remain confident that this will allow us to continue both broadening and deepening what we are able to offer our members and the larger community.

MINISTER

Annual Report 2010-2011

Submitted by: the Rev. James C. Leach, UUCU Minister

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This Annual Report will, no doubt, attest to the extensive array of activity now taking place at the UUCU. In addition to continuing to offer integrated Sunday services of a high quality, we are developing an approach to programming that is more consistent with that of a large UU congregation. We've seen an exponential increase in the variety and frequency of activities here and an increase in the weekly participation of members and visitors. While our CYRE programming remains energetic, we're now also seeing numerous weekly offerings coordinated by Adult Religious Education / Spiritual Development, Community Building, Music, and Social Justice. These are welcomed developments.

As our weekly programming expands, we are increasingly taxing our parking capacity and facility throughout the week. While the recent repairs and renovations will serve us well for a few years, we cannot ignore the larger issue of our facility needs. There is a daunting, if also potentially exciting issue looming before us regarding our facility. We must remain mindful of certain ways that our facility is a less than optimal facilitator of who we are and we who aspire to be as we envision a dynamic future as a congregation.

We can also continue to celebrate our steady growth toward financial stability. Prior to my arrival as minister, financial stability was expressed as one of the greatest needs in the congregation. Each year we've expanded our pledge base and again this year we will see a double digit increase in actual dollars pledged.

With this dramatic improvement, we must not lose sight of our needs and of our unrealized potential. More of us must understand and embody what real generosity is if we are to continue toward our ambitious ends. Fewer of us must ignore the need for financial support, frustrating volunteer canvassers with avoidance or equivocation.

As I near the end of my eighth year as your minister, I remain grateful to be here, energized by who we are and excited about who we can become. Aware that there will always be significant challenges to face and overcome, I am confident good days lie ahead for us.

Peace, Jay

DIRECTOR OF ADMINISTRATION & BUILDING AND GROUNDS

Annual Report 2010-2011

submitted by, Jeter Walker, Director of Administration

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Fiscal year 2010 – 2011 was a busy one for the church and for its operations. In addition to undertaking extensive renovation and loan refinancing, the operation was also challenged to run smoothly while the Senior Minister was on a much-deserved Sabbatical.

The fiscal year began in July with the official start of the Minister's Sabbatical. Extensive planning had been made to cover virtually every contingency during his absence. This planning paid off thanks to a hard-working Sabbatical Team. More will be said about this in other reports but it is important to note that many members of the congregation gladly rose to the occasion, dedicating more volunteer hours and support than ever.

Central among these volunteers was Carol Smith and Donna Shore. Both served on the Coordinating Team, meeting weekly with the Director of Administration and functioning as the ongoing executive presence for the congregation. Their dedication kept our operations in line in a particularly demanding time when decisions regarding finances and renovations were being made at every meeting.

Having been previously approved by the congregation during its annual meeting, the paperwork and the application process necessary to secure a refinancing of the church's indebtedness was completed by the Coordinating Team and the Finance Team. This refinancing was necessitated by the failure of the roof system over the educational wing. Spurred by the need for approximately \$150,000 in repairs, the refinancing also allowed the combination of an existing mortgage, a line of credit and a short-term loan previously needed for other roof repairs. Altogether, a \$450,000 mortgage was secured at a lower interest rate. This rate will need to be renegotiated about every five years but is expected to still be lower than what had been previously paid in separate loans.

With the refinancing complete, a managing team comprised of Don Faires and Rob Marcy joined the Director of Administration in coordinating and executing the various work required. Thanks to the efforts of these two individuals, particularly Don Faires, we were able to operate as our own general contractor and saved enough money to expand our scope of work significantly. Weekly meetings were held with decisions being reported to the Coordinating Team and Board.

Charts on the following pages indicate the distribution of all funds and give an idea of the renovation money spent on each project. Replacing the roof over the education wing ultimately required not only its physical replacement but also of the entire ceiling, lighting fixtures and insulation. Photos which follow give an idea of the work required. The job was completed with the repainting of all walls and doors on the second floor.

Most of the work which was required to preserve the building was expected to be largely invisible to the congregation. A decision was made early on to expand our scope of work to include public areas which were both in need of renovation and which were frequently used by the congregation.



DIRECTOR OF ADMINISTRATION & BUILDING AND GROUNDS

Annual Report 2010-2011

Submitted by, Jeter Walker, Director of Administration

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To accomplish this it was decided to repaint the interior of the Sanctuary, the vestibule and Freeman Hall. A team of knowledgeable people was assembled to approve and select the final colors. Serving as our "Color Team" were Loyd Dillon, Janet Lasher and Mitchell Kearney.

As work continued on the renovation project, decisions were made to expand the work into other areas. A number of additional projects were therefore undertaken. These included installing a metal awning over the Open Door School entrance, carpeting the stairs and repainting the back stairwell, carpeting the Priestly room and minor changes to the vestibule. At the end of all the other projects, the Coordinating Team and the project managers determined to also undertake a complete renovation of our kitchen.



The coordination of the kitchen project fell to Coordinating Team member Carol Smith. Thanks to her efforts, the interior and exterior of all cabinetry was repainted, appliances were either replaced or repaired and countertops were replaced, including placing stainless steel over the center island for sanitary improvement. Carol also made sure that drawers were clearly labeled with permanent label holders. The improvements in the kitchen have been received as one of our most appreciated renovation efforts.

Two significant meetings of Congregational leadership were conducted in the fall. A Leadership Roundtable was held which produced both a valuable exchange of ideas and

significant support for the upcoming Stewardship campaign. Ideas offered by the Leadership Roundtable were later adopted as part of the Stewardship campaign itself.

An additional important meeting was held with those persons charged with making sure that operations on Sundays are successful. Ushers, coffee makers, greeters, audiovisual technicians and professional staff got together for pizza and to understand the importance each person plays in the success of a Sunday service. Following the meal each group met separately to receive instructions and go over any details needed. The event was successful and is expected to be repeated in the next fiscal year.

A successful pledge campaign was conducted beginning in January following extensive meetings with the Stewardship Team. Jointly working with the Communications Team, Stewardship implemented new approaches to the campaign which involved both the production of video messages, greater use of the Internet and a modified pledge form. Goals for the campaign were set based on the results of the 2010 annual meeting and a hoped-for goal of a \$1 million total budget was embraced.

The convening of the General Assembly of the Unitarian Universalist Association in Charlotte in June required a significant amount of staff time for coordination and support. Through the efforts of the Denominational Connections Team, it was decided to offer homestays through our website and to revamp the information that was available there. Extensive publicity has been offered through Voices, e-mail, E-blasts, orders of service announcements and bulletin boards. It appears that everything is in order for a record-setting attendance and some additional visitation to our campus is anticipated. To further enhance our appearance, a new sign has been placed on the corner with the current logo and color scheme. This sign will be lighted and is a great deal more visible than the sign it replaced.

DIRECTOR OF ADMINISTRATION & BUILDING AND GROUNDS

Annual Report 2010-2011

Submitted by, Jeter Walker, Director of Administration

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The open door school Managing Team had been staffed temporarily by the Director of Administration during the Minister's Sabbatical. That staffing assignment became permanent in January. Open door school finances and budgeting have been a central focus of this involvement as well as recruiting additional members for the Managing Team.

This report covers both the general activities of the Director of Administration as well as that of the Building and Grounds Team. A special thanks goes to Pete Parks and Paul Gubert for their continuing diligence in keeping our building operating.

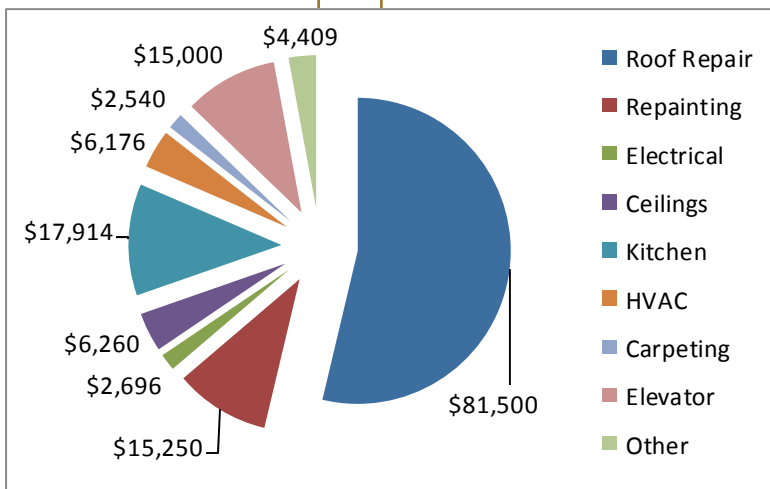
Please let me know if you have any questions concerning this report.

--Jeter Walker, Director of Administration

NEW MORTGAGE MONEY FUNDS REPAIRS AND RENOVATIONS

At the annual meeting in May, our congregation voted to obtain a new mortgage in the amount of \$450,000. That money has been received and has been used to refinance existing debt and provide cash for immediately necessary repairs. In addition, careful spending also allowed us to undertake the renovation of our kitchen. This has been long identified as one of our highest priorities. The graphics below show how that money was used.

We have budgeted approximately \$5,000 each month to reduce our principal and pay for the required interest. Please remember that the repairs and renovations you see today will have to be amortized over the next several years. Our indebtedness is an investment in the congregation which we hope will produce greater dividends for us all as time goes by.



Distribution of Expense

Roof Repair	\$81,500
Repainting	\$15,250
Electrical	\$2,696
Ceilings	\$6,260
Kitchen	\$17,914
HVAC	\$6,176
Carpeting	\$2,540
Elevator	\$15,000
Other	\$4,409
Total	\$151,745

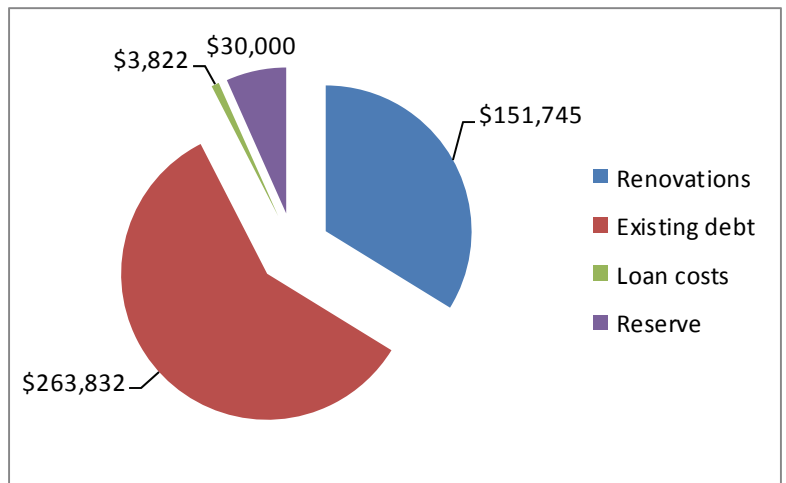
This chart shows the distribution of the repair and renovation costs. This work is still partly ongoing but was largely completed in August, 2010.

Distribution of Expense

Renovations	\$151,745
Existing debt	\$263,832
Loan costs	\$3,822
Reserve	\$30,000
Total	\$449,399



This chart shows the distribution of the total loan proceeds of \$450,000. The majority was used to refinance \$263,832 of existing debt.



ADULT RELIGIOUS EDUCATION / SPIRITUAL DEVELOPMENT TEAM (ARE/SD)

Annual Report 2010-2011

Submitted by Richard Kushmaul, Coordinator for ARE/SD

Page 1 of 1

The ARE/SD Team continued this year under the staff guidance of Richard Kushmaul, reporting to the Senior Minister. The Team included Brad Smith, Bob Gorman, Kathleen Moloney-Tarr, Vivian Brenner, and Steve Strother.

The team continued and expanded the offerings of Adult Religious Education classes. Classes ranged from one three hour session event to eight month events, some of which have been extended on a continuing basis. Courses continue to be offered at no charge as a benefit of UUCU membership and also to non-members on a space available basis.

An annual retreat was held in August 2010. At this meeting, the full scope of the program was reviewed; continuing the vision to develop a program that ranks among the best in Large Congregation UU Churches.

The objectives for the ARE/SD program were expanded to be as follows: *(revisions in italics)*

- a. The multiple paths of religious knowledge and spiritual beliefs and practices will be more widely shared, examined, and celebrated.
- b. Adult members of the UUCU will feel more welcomed, heard, included and *respected through and as a result of the interactions that will take place. Tolerance for the Religions/Spiritual beliefs of others will be increased.*
- c. There will be an enhanced opportunity to discover *and experience* deeper spiritual meaning.
- d. Awareness and respect for inter-dependent web of existence will be increased
- e. *Members of UUCU will be challenged to develop and grow spiritually, to expand and add new spiritual thought.*

Programming Summary (*New this year) (Average number attending):

Ongoing Offerings	Series Offerings
➤ Bible Work Bench (12)	➤ 12 Steps to a Compassionate Life* (5)
➤ Dances of Universal Peace* (15)	➤ Celestial Music / Perseid Meteor Retreat*(18)
➤ Documentary Film Series* (18)	➤ Enneagram: Return to Essence* (15)
➤ Economics, Government and UU Principles (6)	➤ Parents as Resident Theologians* (10)
➤ Fourth Friday Film Series (35)	➤ Power of Myth* (18)
➤ Handwork Group (4)	➤ Reading Transcendentalism* (18)
➤ Intermediate Spanish (14)	➤ Science Fiction and Religion Film Series* (13)
➤ Kripalu Yoga (6)	➤ Spirit In Practice* (17)
➤ Lotus Path: Eastern Religion Today* (3)	➤ Taize: Songs, Silence, Prayer* (15)
➤ Mystics and Metaphysics* (12)	➤ What Is Religion I & II * (18)
➤ Parabola (5)	➤ Women In The Arts: WDSTSI* (22)
➤ Science Fiction Sundays* (12)	➤ World Culture Book Club
➤ Second Sunday Topic Discussion (16)	➤ Writing Your Spiritual Journey (11)
➤ Sunday Morning Meditation (6)	
➤ This I Believe – This I Practice (20)	
➤ UU History: Our Rich Spiritual Heritage* (30)	
➤ Women’s Moon Circle (20)	

RELIGIOUS EDUCATION FOR CHILDREN AND YOUTH (CYRE)

Annual Report 2010-2011

submitted by, Kathleen Carpenter, Director of RE for Children and Youth

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Children and Youth RE Team Members and Staff:

Carol Hartley, Chair

Lisa Chisholm

Rachel Fleming

Beth Kinny

Sheila Lay

Emily McCormick

Tricia Nielsen

Belinda Parry

Lisa Russell-Pinson

Kat Weisz

Erica Welzenbach

Kathleen Carpenter, CYRE Director

Chris Robertson, Admin. Assistant

Team Charge

The Children and Youth Religious Education Team is responsible for the overall quality of the program. Members deal with issues of policy, programming, staff, worship, and event planning. They also act as visionaries for the program.

Program Goals: (Adopted 8-07)

The goals of the Children and Youth CYRE Program are

- To foster joy and gratitude in all that we do.
- To provide our children with information and experiences for developing and sustaining their religious exploration.
- To celebrate our shared history.
- To provide trust and support for our families in both tangible and spiritual ways.
- To create meaningful partnerships among the generations.
- To engage families and other congregates to actively participate in the CYRE Program.
- To facilitate parent education in areas that will enhance spiritual development and UU identity / knowledge.
- To support teachers in the CYRE program.
- To provide meaningful opportunities for sharing our gifts with the wider community.

Program Enrollment

Children and youth – **235 (259 in 09-10)**; 9:15am: 64 (80) 11:15am: 171 (179)

Total Families – **140 (151 in 09-10)**; 112 member families, 28 non-member families.

Staffing

Chris Robertson continues in the position of Administrative Assistant, with the hours remaining at 20/week. This is her third year. Approximately 70% of her time is devoted to CYRE work.

Volunteers

Over 150 people volunteered with the CYRE program in 10-11, including the following: CYRE teachers (26), Sunday Morning Youth advisors (10), Mission Trip Advisors/Chaperones (12), *Our Whole Lives* facilitators (12), CYRE Team members (12), short-term task force members (15), Service Project

RELIGIOUS EDUCATION FOR CHILDREN AND YOUTH (CYRE)
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Coordinators/Volunteers, CYRE Worship Service participants, office assistants, guest speakers and performers, class parent assistants, MT Con Orientation leaders, technical/artistic support, and special event helpers. With such a large and dynamic youth CYRE program, volunteers are always needed and are certainly appreciated as partners and supporters.

Program Budget

The majority of the funds allocated to the CYRE program continue to go to youth programming (Coming of Age, Our Whole Lives, the Boston and Mission trips, etc).

Two new budget items were added this year: 1) A Summer Coordinator for the SpiritPlay classes and 2) Luna Rising – A Celebration of Womyn and Girls. CYRE also worked collaboratively with the Social Justice team with that program budgeting funds for the Youth Social Justice Team, the SJ Initiative which links our middle school youth with the Plaza Place shelter, and scholarship money for the Youth Mission Trip to Hartsville. This was a “low” year for overall budget as the expensive Coming of Age program (and related Boston Trip) was not held. That program is biannual.

Classes and Curriculum

A total of 9 classes were held each Sunday morning, three at 9:15am and six at 11:15am. The number of toddlers in the nursery did not warrant a toddler class this year; however, attendance in the nursery by children turning toddler age by May '11 is significant which may indicate a need for such a class in 11-12.

This was the fifth year for the SpiritPlay program, which was used with all children in the two youngest classes at each CYRE session. Several videos were produced to use in parent orientations and in teacher trainings. In addition, our church hosted a training of SpiritPlay teachers in the fall that allowed us to train an additional six teachers in the methodology.

The curriculum for the older children was chosen for its focus on Our Jewish and Christian Heritage. The middle and high school classes continued to flourish. The 6th grade class joined the 7th-8th again this year which resulted in some very large classes. However, it was an excellent group of youth and it worked well. The Middle School class focused on Christianity, studying and then visiting the following denominations: Roman Catholic, liberal Independent Baptist, Friends/Quaker, and a Black Baptist church. The Senior High group also focused on Christianity, with the advisors creating most of the lessons, with youth input.

Three “Our Whole Lives” classes were held: The NEW Early Elementary (1st-2nd), Junior High (8th grade) and Senior High (10th-12th). Sixteen youth participated in the Early Elementary class, twelve in the Junior High and nine in the Senior High. Two youth from the Piedmont UU Church participated in the Junior High class and one in the Senior High.

- The Early Elementary class exceeded expectations in terms of interest with a waiting list of children created. The size of the class was a negative so it was decided to limit participation to 12.
- For the second year, a special workshop was held for parents of OWL students on “Facebook, Texting, and Sexting.” It was well attended.

RELIGIOUS EDUCATION FOR CHILDREN AND YOUTH (CYRE)

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- Although 1/3 of the Junior High classes were held at the Piedmont Church last year, with only 2 of PUUC youth signed up this year, it was decided to hold all the classes at the UUCC.
- The Senior High class was very small which caused some problems with the retreats, actually resulting in the canceling of the second due to conflicts by four of the youth (half the class). An in-town option replaced the retreat which worked well. The class facilitators and the DRE will meet in June to discuss revamping the program.

Nursery

Paid caregivers provided loving care on Sunday mornings to children ages birth – 3 years. This staff of five was supervised by the DRE. Several changes in staffing occurred in the course of the year, including the addition of an extra worker at 9:15 to handle the increasingly large attendance at that session. Median attendance during the year was 8-9 with some days totaling 15.

Special events

The CYRE Team focused on offering events that 1) closely reflect our congregational mission. 2) offer opportunities for collaboration with other church teams, and 3) are family-oriented. During the course of the year, CYRE events were assisted by the following teams: Social Justice, Congregational Care, Community Building, and Music. The events: Kids in a Box in October (SJ), Helping Hands, Loving Hearts in November (CC), Snacks with Santa and Caroling in December (Music), Luna Rising in January (CB), spring festivities in April, Picnics on the Playground in May, and Sandwich Making for the Urban Ministry Center in May (SJ). One more event, a Sources Supper, was planned for March but the script was not deemed suitable. A team is working on that and plans to lead that event in 11-12. The CYRE Team was pleased with all of these events.

Outreach / Service Projects

Rather than offer service projects during class time – thereby limiting curricular time in the classroom – it was decided to offer non-Sunday morning family service projects. Thus Kids in a Box and Sandwich Making were held in the fall and spring.

- In addition, the CYRE program collected cans of food for the Food Bank during class collections and at several of the social events.
- Middle School – This class continued its partnership with the Plaza Place Shelter.
- A Youth-Adult Social Justice Team led several successful projects including an interfaith Cardboard Camp out, an offsite gift-wrapping fundraiser for the local animal shelter, a pancake breakfast fundraiser held at the UUCC with proceeds going to the church's Social Justice fund, a men's clothing drive for the Men's Shelter, and volunteering at Habitat's Restore.
- Mission Trip: The June 10 trip involved about 20 people. For the first time adult members joined the youth for one day. This year will be larger because is not a Boston Trip year. Nineteen youth are signed up to participate along 12 adults, plus any others who come for the one day of volunteering.
- Mecklenburg Ministries: For the past few years, our church has been sending two youth / year to participate in this interfaith organization's summer camp. For the second year, both of our youth chose to then join MeckMin's Youth Council. This resulted in our youth becoming more involved in YC's community events, bringing our youth in closer contact with youth of different faiths.

RELIGIOUS EDUCATION FOR CHILDREN AND YOUTH (CYRE)
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Music in CYRE

Children's Choir: Donna Fisher continued as Children's Choir Director. Singing in the SpiritPlay Classes: Donna also continued to volunteer to sing in the four SpiritPlay classes twice a month. By the end of the year, the children knew several songs and enthusiastically looked forward to singing.

CYRE Services: CYRE volunteers were assisted by Music staff in providing appropriate music for the services, including performances by the children's choir in two of the four services. Such professional help has contributed to the overall high quality of these services.

Hymn CD: IN a collaborative effort by the Music and CYRE teams, a list of "hymns our children should know" was created. A CD was created of adults singing each of these hymns. Copies were made available to teachers to use in their classrooms. These hymns were also sung in the monthly Chapels.

Worship

Second Sunday Services: Due to Jay's sabbatical, the attendance by our children in the services once a month was discontinued for this year. However, monthly Children's Chapel was started again.

Children's Chapel: The Chapel services reflected the theme of the elementary classes - Our Jewish and Christian Heritage. Each month, a figure from the Old or New Testament was interviewed by the Chapel Coordinator. Interaction by the children kept things moving, as did the singing of UU hymns and songs selected to enhance the story.

Services for the Whole Congregation (SFTWC): This year's SFTWC included the Water Ceremony in August, the High School service in October ("Freedom to Fail"), a service led by a team of RE volunteers in early March ("The Choice to Save the World"), and the Jr. High service in March ("Invisible Children"). All children were invited to attend these services, although classes were provided for the preschoolers. The early Christmas Eve service was very successfully directed to young families.

- Ten youth will participate in the Bridging service in early June.
- Worship in the Classrooms: All the classes opened with a chalice lighting and short worship ritual.
- Mission Trip: Nightly worship is held during this trip, led by youth participants.

Youth Programming:

The Sr. High group was quite active, beginning the year with a weekend retreat to develop plans and parameters for their year. Members of the group coordinated a service in November, attended a number of youth cons, and coordinated their own district-wide youth con, among other activities eight youth participated in the Senior High OWL class; many participated in the various Outreach projects mentioned previously.

The Middle School youth began the year with a potluck lunch to bring families together to hear about the year's plans. These plans included the relationship with Plaza Place, participation in two Mountain cons, visits to several churches as part of their curriculum, and several social events. These youth also coordinated a very successful worship service in April.

Child and Youth Protection Program (CYPP)

With revisions in place from the last year's efforts, the focus this year was on educating parents and youth on rules and policies.

Parent Issues

- The Parent Orientation was held in October and was moderately attended – mostly by new families.
- For the fourth year, a Support Group for parents of preschool – early elementary age children met monthly. With the original leaders no longer in Charlotte, new leadership emerged.
- A workshop for parents of older elementary and middle school youth was held on “Facebook, Sexting, and Texting.”
- CYRE Team members contacted parents whose children did not attend their CYRE classes for 6+ weeks to assess the situation and offer support.
- Teachers communicated with parents about their children's classes via weekly class summaries (SpiritPlay and Elementary classes) and “Wednesday Wake-ups” (Middle School). Messages were also regularly sent to the High School youth by CYRE staff.
- Parents as Resident Theologians: The DRE led this class for parents. The focus shifted to credo-writing at the request of participants. It was so well received; plans are to offer two similar classes in 10-11.

Program Evaluation

The CYRE team continued to form and run task forces to evaluate specific aspects of the program. Only one task force was held this year: Curriculum. In addition, the volunteers who attended the SpiritPlay training made a series of recommendations for that specific program of classes. Task forces always include a liaison to the CYRE Team who reports back with the TF's recommendations.

The Exceptional RE Involvement Award

This award was established in 1999 “To honor exceptional individuals who have devoted countless hours and energy to inspire and nurture our children and youth in their spiritual growth.” Twelve people have been honored– including Donna Shore and Janet Marx, the 2010 winners. Two recipients will receive the award during this year's Senior Bridging service in June.

UCC COMMUNICATIONS TEAM

Annual Report 2010-2011

Submitted by Matthew Merkel, 2010-2011 Chair

Team members: Leigh Gannon, Connie and Mitchell Kearney, Cathlean Utzig, Priscilla Clairborne.

2010-2011 has been a very active year for the Communications Team. Last year's annual report closed with the following statement: "The vision of this team is to support and facilitate the communications needs of all the church's programs and initiatives." Our achievements throughout this past year have put that vision into action yielding measurable results.

Over the summer months, we worked with the directors and managing team of Open Door School to update their brand and rebuild their website, incorporating it into the site domain and umbrella brand of the UCC. The new site, featuring a customized branded header and professional photography, was launched before the start of the new school year to the adulation of the entire ODS staff. ODS branding guidelines and logo style sheets are currently in the works.

In September, we participated in the Groups and Activities Fair with a PowerPoint presentation set up in Freeman Hall outlining the team's mission and capabilities. In October, we participated in the Leadership Roundtable along with representatives from all the church's teams. This interaction with other church leaders helped pave the way for collaborations with various teams to provide strategic communications initiatives and support services.

We provided masthead designs and flyer templates for the ARES and music programs. We also created individualized eBlast templates for those programs, as well as Social Justice and CYRE. We developed the Stewardship team's 2011-2012 pledge campaign, including the Give Liberally theme and logo design; pledge request mailings and follow-up letters; five campaign videos appearing on UCCCharlotte.org, Facebook, and YouTube; and the flaming chalice display featured at the pledge table in Freeman Hall. Although falling short of its ambitious goal, the campaign did raise over \$690,000, up nearly \$80,000 from last year.

We added new pages and content to the website for the church's B&B program, the national campaign "Standing on the Side of Love," and the newly re-constituted Denominational Connections team. We are continuing to work with D.C. to effectively communicate news, information, and requests related to the upcoming General Assembly conference to be held this June in Charlotte.

We provided consultation to the Social Justice team to improve the effectiveness of their communications efforts and helped them produce a promotional video for the SJ Auction fundraiser on April 9th.

We provided a new design for the church's primary sign at the corner of Sharon Amity and Hardwick roads that will offer better visibility and brand awareness for passersby and will help new visitors locate our facilities with greater ease.

We continue to make efforts to recruit new members and add talent and relevant skills to our group. March 2011 saw the addition of Priscilla Clairborne, a professional writer and editor to the team. Also in March, after nearly two years of leadership Matt Merkel stepped down as chairman, handing over the position to

Leigh Gannon who graciously accepted the title and responsibilities.

In the year to come, we will continue to build our relationships with other teams, helping them to communicate their messages effectively while maintaining a consistent and cohesive brand identity. We have already developed a service level agreement and aim to be proactive by reaching out to other teams and helping them plan ahead and set realistic expectations to develop communications materials that will accomplish their specified goals.

COMMUNICATIONS TEAM

Annual Report 2010-2011

submitted by Matthew Merkel, 2010-2011 Chair

Team members: Leigh Gannon, Connie and Mitchell Kearney, Cathlean Utzig, Priscilla Claiborne, Rebekah Visco

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We continue to make efforts to recruit new members and add talent and relevant skills to our group. March 2011 saw the addition of Priscilla Claiborne and Rebekah Visco to the team. Priscilla is a professional writer and editor, and Rebekah's background is in technology and social media. Also in March, after nearly two years of leadership Matt Merkel stepped down as chairman, handing over the position to Leigh Gannon who graciously accepted the title and responsibilities.

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CONGREGATIONAL CARE TEAM

Annual Report 2010-2011

submitted by Becky Whittington, Congregational Care Coordinator

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Team Members

Judy Calabrese, Jennifer Embs, Marylou Freund, Kelly Greene, Elsa Lafferty, Carolyn Lord, Kim Melton, Nancy Hershey, Pat Parks, Calvert Pelletier, Carol Rousey, Barbara Whitt, Mary Wilburn and Becky Whittington, Chair

Team Meetings

Meetings are scheduled the third Sunday of every month. An agenda is presented in each meeting and ongoing plus new needs of the congregation are discussed.

Activities

The Congregational Care Team continues to focus on organizing and developing a system of support to recognize and act upon needs of the UUCG congregation. The team provided receptions for 2 memorial services this year. These receptions involve closely working with our minister, Jay Leach and the family of the deceased as to presentation, menu and needs/requests for the reception. Approximately 64 cards expressing joys or concerns were sent out by our card secretary, Marylou Freund.

Schedules of meals and the delivery of the meals were coordinated to members who were sick, and/or recuperating. Assistance was provided to UUCG families by members of the team helping with transportation, trips to doctors, scheduling care system to sit with recuperating patients, rides to church, grocery pick up and minor housekeeping.

A Congregational Care cell phone is being utilized with more frequency to contact chair Becky Whittington about immediate concerns pertinent to the team. Also this phone has been helpful for out of town family of our members to contact team coordinator about updates, questions, etc. In November, the CCT co-sponsored our annual intergenerational craft party with our CYRE department. The crafts were then used in our holiday basket program in December. The holiday basket program is designed to work with our CYRE children filling baskets to be delivered to members who have experienced sickness or bereavement and are home bound. We also delivered to our seniors. Approximately 35 baskets were filled by Congregational Care Team members and delivered by members of the congregation.

During Jay's sabbatical team coordinator Becky Whittington spent a 2 hour mentoring session with visiting minister Sarah York and Sarah attended and led 3 Congregational Care meetings to address the subjects of death, hospital visits and being a good listener.

CCT has a new welcome certificate designed by Rita Bowers for new babies born into our congregation.

This team continues to be a very integral part of the UUCG and continues to grow in order to serve and care for our members.

Respectfully Submitted,
Becky Whittington
Congregational Care Coordinator

DENOMINATIONAL CONNECTIONS

Annual Report 2010-2011
submitted by Phil Sterner, Co-Chair
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VISION: “Great UU Connections Reinforce Strong UUCC Participation and Community”

1. In our 1st year, we organized ourselves as a 2-tier structure that Coordinates and Champions. The 6-member Core Team collects, prioritizes, and coordinates execution of Initiatives--lead and implemented by an individual champions. This setup is working well, lead by Phil Sterner and Cindy Fox. Team includes Nancy Cook, Linda Sterner, Kat Weisz, Sandra Woolsey & Staff Liaison Kathleen Carpenter.
2. Vision, Mission and Goals were established:
 - a. Vision: “Great UU Connections Reinforce Strong UUCC Participation and Community”
 - b. Mission: “Reaching Beyond UUCC into the Greater UU World”
 - c. Goals:
 - i. Help members experience greater awareness of our growing role in UU connections—locally, nationally, globally.
 - ii. Celebrate current contributions and benefits to the Larger Circle of UUism.
 - iii. Advocate continued giving to TJD, UUA Fair Share.
 - iv. Increase Chalice Lighter participation.
 - v. Increase UUCC representation at and learning from UU events, including local Sister Churches, District and General Assembly events.
3. Initiatives selected include (alphabetically listed): Chalice Lighters, General Assembly, Partner Church in Romania, Sister Churches (Piedmont UU Church and UU Fellowship of Lake Norman), SUUSI, SWIM, The Mountain, TJ District and UUSC.
4. Marketing and Communications have yielded special results:
 - a. Approved tri-fold brochure.
 - b. Informative DCT web pages on UUCC site.
 - c. Tables in Freeman Hall for Initiative updates on 2 Sundays each month.
 - d. Table top displays for TJ, GA, B&B, SUUSI, Chalice Lighters, etc.
 - e. UUCC Banner upgraded for GA, SUUSI, etc.
5. We appreciate particularly strong contributions of certain Initiatives from:
 - a. Cindy Fox: General Assembly coordination and optimization & webmastery.
 - b. Lisa Lackey: SUUSI promotion & increased participation.
 - c. Kat Weisz: Support for 2 TJ Meetings at UUCC, Banner Upgrades, Table Presentations.
 - d. Linda Sterner: UU Calendar connections & TJ Annual Meeting attendance/reporting.
 - e. Nancy Cook: Leading increased Chalice Lighter participation—up > 35%.
 - f. Sandra Woolsey: Consistent Outreach to and with Sister Churches.
 - g. Richard Kushmall: Leading successful visit of Partner Church Ministers to USA & GA.
 - h. Phil Sterner coordinated progress of initiatives, agenda setting & brochure completion.

FINANCE TEAM

Annual Report 2010-2011

submitted by Rob Marcy, Finance Team Chair

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Overview

The Church continues to work on a tight budget with income and expenses essentially offsetting one another. Pledge income of about \$600k is our primary source of revenue and remains relatively low compared with membership size, continuing to constrain growth. Next year's budget will increase by about 10% due to a stronger pledge campaign but still falls short of the income levels needed to achieve the goals previously expressed in our Envisioning Plan.

Net Income

Net Income for the year should end in a neutral or slightly positive position, which is in line with budgeted expectations. Income has been trending below budget primarily due to lower pledge income but has been more than offset by lower debt service expense (our required payments on the new mortgage are lower than what was anticipated in the budget) and favorability in other expense categories. As we did last year, any positive earnings recognized for the year will be held in reserve to cover unanticipated future expenditures and will not be used to balance the budget for the upcoming fiscal year.

Indebtedness and Capital Expenditures

The Church's only indebtedness is our principal balance on the recently refinanced mortgage of \$435k. Before the year is through we expect to have spent \$150k for various capital improvements throughout the building. These improvements include the roof replacement and related interior repairs, new ceilings and light fixtures, new carpeting, many freshly painted walls, kitchen repairs and updates, a new furnace and necessary elevator repairs. To help prevent the need to refinance our debt in the future we have established a reserve account, with an expected balance at year-end of \$80k, which will help cover any future large expenditures. This reserve was established using last year's positive cash flow as well as unused funds from the mortgage refinance.

Finance Team

The Finance Team consists of the Treasurer, Assistant Treasurer/Chair and other church members. It serves in an advisory capacity and works with the Director of Administration who is a member of the Coordinating Team. The Director of Administration presents financial results to the committee before they are presented to the Board. At present, the Finance Team members are Rob Marcy (Chair), Cindy Thomson (Treasurer), Dave Anderson, Jim Lay, Heather Long, Paul Wagner and staff member, Jeter Walker.

Financial Processes

Cindy Thomson has continued on as Treasurer ensuring bank accounts are reconciled with no issues each month, reviewing bills for proper approval and acting as the primary signature for all disbursements. Staff members Alesia Hutto and Chris Robertson have responsibility for preparing weekly deposits, processing pledge payments and entering invoices into the financial system for payment by the Treasurer. Jeter Walker, Director of Administration, oversees the payroll, which is outsourced. The Finance Team has started working with Church staff to review and update current financial procedures to better document current financial processes and facilitate a financial audit by the Finance team during the 2011-2012 fiscal year.

MEMBERSHIP

Annual Report 2010-2011

submitted by Courtney McLaughlin, Membership Coordinator

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General Overview

The 2010-11 fiscal year was a year of consistent growth in membership and steady visitor attendance. Since July 1, 2010, membership increased slightly from 644 to 649 (as of 4/20/2011), with 54 members being removed and 59 new members added. The UUCC averaged 24 visitors on Sundays in the summer (July-Aug-Sept 2010), 17 in the fall, (Oct-Nov-Dec 2010) 23 in the winter (Jan-Feb-March 2011), and 18 per week up to April 17, 2011.

The Membership Team

The membership team consists of 36 volunteers led by Courtney McLaughlin, membership coordinator. Six volunteers rotate as hosts for the monthly "Getting to Know Us" sessions and three volunteers assist with the "Discovering the UUCC" sessions. Tim Hartness coordinates the 29 team members who serve as regular greeters and floaters on Sunday mornings. Lois Lee coordinates the New Member Mentor program.

The Visitor Experience

Greeters

Greeters are an integral part of making visitors feel welcome. Each Sunday includes an early service greeting team and a late service greeting team. Early teams set up both the upstairs and downstairs tables, greet before the 9:15 service and staff the Visitor Table after the service. The second team welcomes visitors before the 11:15 service and breaks down both tables after the last service. Led by Tim Hartness, the greeter team has done an exceptional job this year.

Visitor Table

The downstairs Visitor Table is located in the vestibule and staffed by two members of the Membership Team. The team welcomes visitors and members to Sunday services and assists newcomers by answering questions and familiarizing them with the facility. Visitors are asked sign the Visitor sign-in sheet to more accurately track visitor attendance and are encouraged to wear red nametags to be more easily identified to members. Members can also fill out blue nametags if they do not have permanent ones. Greeters also assist members in ordering replacement nametags.

The upstairs visitor table is positioned prominently in Freeman Hall. The same hosts that visitors met before services move to the upstairs table to greet them. The table is stocked with brochures, magazines, an informational DVD and flyers about Unitarian Universalism, the UUCC, the UUA, etc. Visitors are invited to use a yellow mug for coffee/tea which helps members recognize newcomers for conversation.

Upcoming events that might be of interest to visitors can be found in the Order of Service, Voices and displayed in flyers placed on both Visitor tables. Additionally, both tables include a sign-up sheet for the next "Discovering the UUCC" session once scheduled.

MEMBERSHIP

Annual Report 2010-2011

submitted by Courtney McLaughlin, Membership Coordinator

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Visitor Cards

Yellow visitor cards are the primary way Membership receives contact information from visitors. They are located on clipboards at the end of each row and collected in the offering baskets. Additionally, visitors are asked to raise their hands during the welcome portion of the service, to help members identify guests. The Membership Coordinator contacts each visitor who provides an email.

Personal Calls & Meetings

Visitors who indicate on their yellow visitor cards that they would like a church member to contact them receive a call from one of the two members of the membership team and those persons were Dana Hershey and Carol Rousey. These dedicated volunteers call visitors in the evenings to answer questions and discuss their interest in the UUCC. Visitors who indicate an interest in membership are contacted by the Membership Coordinator, who offers to meet with them to review the membership information packet, answers questions, and to let them know what to expect in the first few months of membership.

“Getting to Know Us”

This program is offered the first Sunday of the month after each service in the Chapel. During this informal, drop-by setting, visitors chat with a long-standing UUCC member in a small group setting. The spokesperson tells about their involvement in the church and answers questions.

“Meet the Minister”

Jay Leach opens his study to visits and informal chats with visitors every third Sunday, 10:30 am to 11 am. between services.

"Discovering the UUCC"

Three "Discovering the UUCC" sessions were held for prospective and new members this year.

- A “mini” session on June 13, 2010 before Jay’s sabbatical (six in attendance, one became a member).
- November 13, 2010. (12 in attendance, six became members) – hosted by Laura Neff
- February 26, 2011 (16 in attendance, 11 became members)

These sessions are offered approximately quarterly on Saturday mornings from 9 a.m. to 12:30 p.m., with breakfast and childcare provided. This session offers participants the opportunity to get to know each other, learn more about Unitarian Universalism and the UUCC, hear more about the CYRE program, talk with a board member, learn about the UUCC’s organizational structure, and understand the benefits and responsibilities of membership.

The New Member Experience

Welcome Kit

New members receive a welcome kit which includes a checklist of important dates and events, a Membership Directory, and an Activities & Groups Overview to help them get involved in the life of our church.

MEMBERSHIP

Annual Report 2010-2011

submitted by Courtney McLaughlin, Membership Coordinator

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New Member Mentor Program

This program pairs new members who wish to participate with existing members. The goal of the program is to help new members feel welcome and a part of the church community. Mentors are also invited to the New Member Recognition Service and potluck events. A letter from the mentor coordinator, Lois Lee is included in the membership packet explaining in further detail the benefits of the program. Currently, 11 new members are participating in the New Member Mentor Program.

New Member Bulletin Board

The Membership Coordinator takes pictures of new members and displays them with personal information on the new member bulletin board in Freeman Hall. This provides a way for everyone to recognize the newest members and learn a little bit about them.

New Member Recognition Service & Book Signing

Approximately quarterly, there is a New Member Recognition Service to more formally introduce new members to the congregation. As new members come on stage, they sign the UUCC Membership Book, which has recorded signatures of members dating back to the early days of this congregation's existence. Since July 11, 2010 the following New Member Recognition Services have been held*:

- August 2010 welcomed eight new members
- December 5, 2010 welcomed 17 new members
- April 17, 2011 welcomed 23 new members

**These numbers do not accurately reflect the total new member count as some new members choose not to participate in the service and others are not available on the date of service.

New Member Potluck

Recent new members and their mentors are invited to a new member potluck offered quarterly on a Sunday evening in the Chapel or Freeman Hall. Hosted by Jay Leach, this informal, family-oriented event allows new members to get to know each other and the minister better. Typically a few newcomers who have been part of UUCC for several months are asked to help host the event. After the potluck, participants are asked if they would like to receive contact information (email addresses) from other attendees at the dinner. After getting permission from attendees, that information is shared so new members can continue to grow the friendships made during the dinner and other new member events.

MEMORIAL ENDOWMENT TRUST

Annual Report for Calendar Year 2010

submitted by, Randy Whitt

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The **Mission Statement** for the Memorial Endowment Trust (MET) is as follows:

The Memorial Endowment Trust provides a perpetual, prudently managed fund for generous legacy giving to support the Unitarian Universalist Church of Charlotte, its present and future members, and its liberal religious mission.

As required by its underlying Trust Agreement dated May 2, 1980, the Unitarian Church of Charlotte Memorial Endowment Trust submits the following annual report to the Unitarian Universalist Church of Charlotte (UCC) Board:

Board of Trustees

Dana Hershey - chair

Tom Nunnenkamp

Randy Whitt

Cathlean Utzig

Colleen Beale, UCC Board Chair

The Unitarian Universalist Church of Charlotte operates on a fiscal year which runs from July 1- June 30. Please note that the Memorial Endowment trust operates on a calendar year. All activity reported in this document is reflective of the period January 1, 2010 – December 31, 2010.

Chalice Society Membership

The Chalice Society consists of those UCC members who have designated the Memorial Endowment Trust as a beneficiary in their legacy documents. During 2010, the Trustees mailed the *Chalice Society Profile(s)* of **Jim and Sheila Lay** and **Kathleen Moloney-Tarr and Brian Tarr** to UCC members and friends to encourage UCC members to become Chalice Society members. For 2010 we added nine new members. As of December 31, 2010, there were sixty two Chalice Society members, couples or individuals who have named the Memorial Endowment Trust in their estate documents.

Donor Development

The Trustees placed several articles and statements in *Voices* in 2010 to raise the Endowment's profile, and staffed a table in Freeman Hall in October 2010 to encourage dialogue about the Endowment. In addition, the Endowment also staffed a table at the UCC Activity Fair in September 2010. The Trustees held another ice cream social for all church members at the Maplewalk, the gardens of Lib Jones and Tom Nunnenkamp, in April 2010. Our strategy to increase the size of the MET has been to publicize it in every way possible to the members of our congregation:

1. Yearly mailings of individual Chalice Society members' profiles.
2. Frequent communications in *Voices* and Sunday service flyers.
3. Periodic presentations from the pulpit.
4. Periodic after-service MET tables in Freeman Hall.
5. Periodic social events.

Our publicity stresses several important facts about legacy giving:

1. The MET is a charitable trust with tax advantages for donors.
2. Giving through estate planning does not affect one's income stream.

MEMORIAL ENDOWMENT TRUST
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3. Giving through estate planning can be as simple as adding the MET as a beneficiary to a life insurance policy or retirement plan.

In 2010, the Memorial Endowment Trust received 48 gifts in memory of or to honor 11 UUCG members or their families. The total of the individual gifts for 2010 was \$7,590.

CPA Audit, Fidelity Bond Coverage and Investment Group

The trust fund assets and financial activity continues to be audited annually or biannually by an independent CPA firm, Vance, Flouhouse & Garges, PLLC. In addition, fidelity bond coverage is maintained in the required amount of 110 percent of the trust principal. The MET funds continue to be managed by Curtis Heinz of Heinz & Inglefield.

Trust Asset as of December 31, 2010

The MET assets as of December 31, 2010 were \$419,187.67, which represented an increase in 2010 of \$31,800.87. The MET continued its recovery in the market value of its investments after the rather significant decline during 2008. The Board of the MET continues to work closely with the money manager, and also continues to closely monitor the mix of investments to ensure there is maximum return while limiting the risk.

A summary of the year end trust account balance since 2001 is as follows:

Trust Account Balance

2001	\$	170,178
2002	\$	188,734
2003	\$	271,485
2004	\$	290,150
2005	\$	310,909
2006	\$	372,528
2007	\$	404,993
2008	\$	299,652
2009	\$	387,387
2010	\$	419,188

MEMORIAL ENDOWMENT TRUST
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The Trust's assets at December 31, 2010 consisted of the following

Operating checking account	\$	3,886
Mid cap US value		57,702
U.S. Balances/Asset protection		105,397
Global balanced/Asset protection		120,394
Strategic income		71,320
Tactical		56,834
Cash and equivalents		3,655
Total	\$	419,188

The Trustees maintain a checking account for depositing all donations and paying small expenses. As a balance accumulates in the checking account the Trustees decide when and how much to transfer to the managed investment account.

Trust assets are invested primarily in instruments that offer long term growth potential rather than the prospect of short term interest and dividend income. Overall, the trustees, who retain the services of a professional financial advisor, believe the Trust has a well balanced portfolio based on conservative holdings and equity based mutual funds.

2010 Income

The MET interest and dividend income for the past several years is as follows:

2005	\$	3,244
2006		4,719
2007		6,980
2008		6,730
2009		8,813
2010		7,764

Under the terms of the Trust Agreement, the MET must pay one third of the annual income to the UCC and, upon UCC Board request, another one third can be paid. One third of the 2010 income was \$2,587.91.

MEMORIAL ENDOWMENT TRUST
 Annual Report for Calendar Year 2010
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Contributions to the MET for the past several years are as follows

2005	\$	1,740
2006		22,900
2007		5,269
2008		43,743
2009		5,145
2010		7,590

2010 Revenues and Disbursements

During 2010, the Trust received total new contributions of \$7,590. This amount represents contributions made in honor of or memory of UUCU members and their close relatives or simply remembrances or honorariums:

A summary of the Trust Revenue and Disbursements for 2010 is as follows

2010 Income	\$	7,763.74
Contributions and bequests		7,590.00
UUCU required payment (one-third of 2010 income)	2,937.62	
Advisory fees	4,218.77	
Trustees expenses (printing, stamps, etc.)	2,731.66	
	-	(9,888.05)
Excess of revenues over disbursements		5,465.69
Unrealized gains in market value for 2010		26,335.18
Increase in trust assets for 2010	\$	31,800.87

Other Memorial Endowment Trust information

Kathleen Moloney-Tarr left the Memorial Endowment board in 2010 after many years of energetic and very productive service, and as board chair in the most recent years. Her contribution to the organization of the Trust and the Board activities has greatly enhanced the visibility of the Endowment and the Endowment balance. The Board added Cathlean Utzig during 2010 to fill the vacancy left by Kathleen Moloney-Tarr. Dana Hershey took over as Board chair in April 2010.

MUSIC PROGRAM

Annual Report 2010-2011

submitted by John Herrick, Director of Music

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Music Program Staff and Volunteers

John Herrick, Director of Music

Donna Fisher, Children's Choir Director

Scott Whitesell, Choir Accompanist and Keyboard Substitute

Betsey Decker, Laura Hamilton and Jane McLaughlin, Music Librarians

Music Team

Ellen Holiday and Sheila Lay (Co-Chairs), John Caceci, Laura Hamilton, Jane McLaughlin, Annie Standish, Ed Stokes and Virginia Stone

Purpose/Mission

The mission of the of the UUCC music program is to enrich and enhance the experience of spirituality and UU values for church members and the wider community.

Summary

Highlights of the year included:

- Collaboration with the Adult Religious Education and Spiritual Development for a retreat at The Mountain in August.
- The annual Music Program retreat was held at UUCC in October.
- Other successful collaborations included one with the Community Building Team in creating "Community Potluck followed by Music in the Sanctuary" events; the first being a flute and jazz piano trio concert with Emily Higgins in early November, followed by the Winter Solstice Celebration in December. The solstice celebration included earth-based pageantry coordinated by Carol Smith and Michael Cira, along with a performance of Britten's "Ceremony of Carols" with harpist Betsey Sesler and the UUCC Chamber Choir.
- In early December, the Evergreen (String) Trio performed, which ended up being their final performance at UUCC (impresario Alex Kramer moved to Vancouver in early '11).
- In early February, the Music Team hosted the first Songwriter Coffeehouse, with an emotional final performance by UUCC member Tim Lemmond.
- In late March, the Music Team, Community Building Team and Social Justice Team collaborated on "Hear My Voice," a music and poetry event highlighting the work of participants in the Urban Ministry Center's (UMC) ArtWorks 945 program. A community potluck was held in Freeman hall, where original art works were displayed and a program followed in the sanctuary with UMC's Voices of Love Gospel Choir and UMC poets. The UUCC Chamber Choir also participated.
- In early April, members of the music program traveled to Eno River UU Fellowship in Durham to participate in the Thomas Jefferson District Choir Fest, which was an inspirational experience for all who were able to participate.
- In May, the Adult Choir and Chime Ensemble, along with brass from Charlotte's Pride Band and our minister, Jay Leach, led a Music Sunday worship service entitled, "Our Unitarian Universalist Hymnody."

MUSIC PROGRAM

Annual Report 2010-2011

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- In June, members of the music program plan to participate in the General Assembly (GA) in Charlotte; John Herrick will be the GA accompanist. Also, at GA during the Service of the Living Tradition, John will be recognized for completing the UUA Music Leader Credentialing Program.

Acknowledgments

Many thanks to our talented music staff – John Herrick, Donna Fisher and Scott Whitesell – for their inspiration and dedication, and to our congregational musicians who graciously shared their talent and time to musically enrich our services: Dale Brook, Tom Cole, Kevin Clark, Don Niehus, Kevin Edwards, Jodie Goff, Emily Higgins, Mitchell Kearney, Jim Lay, Sheila Lay, Kaarin Leach, Tim Lemmond, Jenn McLeod, Colin Moore, Pete Moore, Melissa Mummert, Carol Raedy, Michelle Reines, Doug Sea, Betsey Sesler, Ed Stokes, Rosanna Stokes, Mark Taylor and David Whittington.

Deep thanks to our Music Team, chaired by Ellen Holiday and Sheila Lay, to our music librarians, Betsy Decker, Laura Hamilton and Jane McLaughlin, and to our many volunteers who created delightful receptions for special musical events. Lastly, our heartfelt thanks go to our music program participants who spend countless volunteer hours to provide weekly inspiration and leadership in our worship services and special programs.

Music Program Ensembles

- **Adult Choir:** Directed by John Herrick and accompanied by Scott Whitesell, this ensemble has an average Sunday morning attendance of 24 singers.
- **Chamber Choir:** Directed by John Herrick, this auditioned group consists of 14 singers who provide music for services and special occasions.
- **Outreach Choir:** Directed by John Herrick, this is an ad hoc outreach choir comprised of 15-20 singers and is open to youth and adults.
- **Chime Ensemble:** Directed by John Herrick and comprised of eleven ringers with two regular alternates, this ensemble rehearses year round and plays for services during the school year.
- **Children's Choir:** Under the leadership of Donna Fisher, the ensemble meets weekly to rehearse and performs in Sunday services several times during the school year. Members of the choir also participated in the annual interfaith Thanksgiving service.

SOCIAL JUSTICE PROGRAM

Annual Report 2010-2011

submitted by Co-Chairs Jeff Barnes and Susan Cox

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The Social Justice Team acts as a steering committee to provide support for the various social justice initiatives of UCC, as well as a liaison to the Coordinating Team. Year 2008-2009 was a year of education and study of how the UCC could best integrate itself into the local homelessness and affordable housing efforts. Year 2009-2010 was a year of increasing our direct service and direct grants to chosen partner agencies within the community and further building and solidifying relationships with those partnered agencies. These objectives were met as further described below. Goals for 2011-2012 include: 1) continued support to defined SJ Programs; 2) increase partnership between adult, youth and families within the social justice initiatives; 3) explore creation and use of program evaluation tool; (4) increase congregational awareness of SJ activities; and 5) increase awareness of advocacy opportunities.

2010-2011 Initiatives and Activities – following are some of the larger items for this year

SJ Programs Defined and Growing – The following SJ programs are in place:

- WISH (Workforce Initiative for Supportive Housing) – currently 2 Teams providing social and relationship support
- H2H (Homeless to Homes) – included socials, tutoring, relationship support
- RITI (Room in the Inn) – another successful winter season completed
- Moore Place – additional grants provided, building of relationship with key people (lots of opportunity here with completion of building)
- Habitat for Humanity – several house building and critical care home repair and weatherization projects, women’s build project
- Men’s Shelter Dinners – new project added this year now up and running
- Plaza Place – ongoing support, including social, educational outings

Grants Provided – The following money grants were provided from UCC Auction funds:

- \$5000 Moore House
- \$2000 Salvation Army Overflow Shelter
- \$3000 Habitat General Funds
- \$200 Habitat Women's Build
- \$3000 Urban Ministry Center Homeless to Homes
- \$3000 WISH
- \$1000 United Family Services Shelter for Women

Building Bridges: In concert with UMC, provided educational opportunity for attending Class Matters – Building Bridges course at church.

Homelessness Awareness Walk: As always, UCC members were out in large numbers on this annual walk to support an end to homelessness and provision of affordable housing.

Furniture Drive: A very successful furniture drive was held filling the Crisis Assistance Ministry warehouse.

WISH Christmas Store: In concert with WISH, provided direct service opportunity for congregation to assist in providing a “Christmas Store” for our neighbors.

SOCIAL JUSTICE PROGRAM

Annual Report 2010-2011

submitted by Co-Chairs Jeff Barnes and Susan Cox

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Development of Youth Program: In concert with CYRE program, children and youth were provided with avenues to learn more about homelessness, the causes thereof, the facts and myths surrounding the homeless, and actions they can each take to help solve the issue. Included CYRE class experience, hands on volunteerism (e.g. Kids in a Box, meeting with formerly homeless neighbors, sandwich making for UMC).

Auction: SJ assisted with production of another “almost-annual” SJ Auction, the funds of which will provide grant monies to be paid to worthy organizations during 2011-2012.

Team Growth: Recognizing need for more feet on the ground and turnover, a good deal of time was spent this year adding new members to team. For 2011-2012 year, team to include: Susan Cox, Jeff Barnes, Marsha Kelly, Sandy Vermillion, Jennifer Embs, Donna Shore and Sharon Walker

STEWARDSHIP

Annual Report 2010-2011

submitted by Randy Whitt, Chair

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The primary purpose of the Stewardship team is to conduct the every member canvass, or pledge drive, each year. The every member canvass is the UUCC's way of contacting every UUCC member and non-members who pledge to determine how much money will be available to conduct the operations of the church for the following fiscal year. The amount pledged by members and non-members is critical in establishing the UUCC budget.

The theme for this year's canvass was "Give Liberally." This was the year that we just wanted to do a better job of informing the UUCC what would be considered an appropriate level of giving at a congregation our size. Our intent was to allow the membership to raise the level of giving to one that really shows a commitment to the UUCC and our liberal religion. We wanted the UUCC to welcome Jay back from his sabbatical with energy and a renewed commitment to becoming the church that we should be based upon our membership numbers.

The Stewardship team once again recruited some fabulous, energetic and dedicated members to assist with the personal contact with each member. The team of canvassers performed admirably, and continued to have a great attitude throughout the campaign in spite of some frustrations. After a very significant effort, which included several mailings, numerous email and telephone calls, there are still approximately 90 pledges still outstanding.

However, I am here to report that you who have pledged responded to the "Give Liberally" campaign by increasing your pledges by approximately \$80,000. Those of you that increased your pledge did so by a 31 percent increase. Given what we have received in pledges and what we anticipate to get from those we have not yet heard from, we expect to be ready and able to resume our search for the much needed Second Minister, as well as fund many of our vital goals for 2011.

Thank you so much for your ongoing commitment to the UUCC and for responding to this year's theme of "Give Liberally". To give liberally simply means to give generously, or to give freely and you have done that. I believe we really have raised the level of giving at the UUCC, and a new plateau for future growth.

There is still time to pledge, or change your pledge, for the fiscal year 2011-2012, so that we can include more in the budget to prepare us for the growth over the next few years.

The Stewardship team for the 2011-2012 campaign consisted of Randy Whitt, Chair; Rob Marcy; Deb Rubenstein; Michael Elder; Nancy Hershey and Charles Lee. We are very grateful to our staff of Jeter Walker and Alesia Hutto.

TECHNICAL TEAM

Annual Report 2010-2011

submitted by Dick Kistler, Chair

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During the past year, the Technical Team was re-formed. Surveys of the Professional Staff and the Minister were done to determine the possible uses of technology to further the congregation's vision statement. Additional meetings were held with various members of the technical staff to get their input. From the data provided by these meetings, the following initial list of action items was generated:

1. Short term items.

- a. Improvement of the audio situation in the sanctuary. This could include more/different microphones, wi-fi based volume and mixing, and moving the sound technician into the sanctuary proper .
- b. Wireless for the professional staff-both the church staff and the ODS staff. Explore expansion to larger groups-possibly team members, the congregation, or the public
- c. Internal audio of the Sunday service for those adults in the nursery. Possibly provide a cry room for those with very small children with audio of the service.
- d. Improve audio experience in the sanctuary for the hard of hearing. Initially, improve signage. Look into better ways to interface the church's audio system with hearing aids.
- e. Provide video for ODS to use in teaching. Start with webcams.
- f. Plan for efficient use of the current broadband service.

2. Mid-term items

- a. Provide more and better video for ODS to use in teaching. Explore videoconferencing for larger groups than in 1e above.
- b. The ODS would, on the whole like more video equipment for teaching. Explore providing more TV monitors and DVD players.
- c. Better handling of video in the sanctuary. This would initially include improvements to the current setup of the screen. In addition, find ways to integrate video into the Sunday services or other events. Physical plant work would have to be done to make the sanctuary more friendly to video.
- d. Explore faster broadband service to support increased wireless and streaming video use.

3. Long term items

- a. Ability to provide video of the Sunday morning service for distribution on DVD or to stream online. Could also send video to a remote location for satellite congregations.
- b. Another staff member for communications(of which the above would be a part of job description)

WORSHIP TEAM

Annual Report 2010-2011

submitted by John Herrick, Acting Chair

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Team Members:

Jim Boudinot
Nancy Cook
Felicia Lee
Brian Little
Camilla Mazzotta
Judy Weingarten

UCC Staff Serving on Team:

Jay Leach, Minister
John Herrick, Director of Music and Acting Chair

Summary:

The UCC Worship Team provides valuable feedback for services and suggests ways to improve the experience of worship. The team also suggests speakers when needed and is responsible for devising the theme for summer worship services.

In addition to oversight of services during Jay's sabbatical, the team accomplished a number of initiatives. The issue of applause in the service was brought to the team over the summer. After an informal survey on the subject and an article in *Voices*, the team added the following to the weekly order of service:

Our stated mission as a congregation is to inspire children, youth and adults to discover and articulate deeper spiritual meaning; as such, we seek to provide a contemplative worship experience. Please silence all electronic devices and refrain from applause while the chalice is lit.

Another initiative was the updating of Sunday morning volunteer procedures for ushers, greeters, sound techs and kitchen helpers. The team invited all Sunday morning volunteers to a pizza dinner/gathering in which Board President Colleen Beale acknowledged the volunteers for their fine work and dedication. The volunteers then broke into groups by area and spent time reviewing and updating their procedures, which were then submitted to the UCC office. Response to this event was excellent and the team has recommended that this be an annual event.

The team was responsible for the Christmas Eve service in which three speakers shared their reflections on the holiday – Mary Frances Comer, Laura Neff and Brad Smith – in addition to musical offerings by the Adult Choir and Chime Ensemble. The service was received well by the congregation.

The summer theme for 2011 devised by the music team is "Creating Balance, Finding Joy." The team will recommend speakers.

WORSHIP TEAM

Annual Report 2010-2011

submitted by John Herrick, Acting Chair

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Worship Team Reflections on the Sabbatical:

Speakers and musicians upheld the quality of services. Speakers consistently remarked on the amount of work entailed in writing a sermon and how much they appreciate the work Jay puts into sermons and services in general. Guest Minister Sarah York and the lay service leaders were a joy to work with and they brought a different spirit and energy to worship. While the sabbatical saw a small drop in attendance due to Jay's absence, it was good to discover that UUCC has a wealth of talented lay speakers who can greatly enrich the worship experience.

OPEN DOOR SCHOOL MANAGING TEAM

Annual Report 2010-2011

submitted by, Janet Zick, chair

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The Open Door School is sponsored by the Unitarian Universalist Church of Charlotte. The Congregation manages the School through its Open Door School Managing Team.

The Managing Team consists of eight members—five at-large members from the membership of the congregation who each serve a three year term, one of the congregation's professional staff members, the Chair of the Open Door School Parent Council and the Director of the School who serves in an *ex officio* capacity.

The Team is charged to govern the School, providing primary responsibility for financial, facility and policy management. It also serves to support and supervise the Director of the School.

In its role of financial management, the Team is charged to operate the School as a non-profit school that is financially self-sustaining. The Congregation and the School work in a collaborative manner to manage finances and the facility.

The 2010 – 2011 members of the Open Door School Managing Team include:

Nancy L. Cooke-Personnel

Donna Fisher-Secretary

Martha Kniseley- Communications

Mike Long- Finances

Andrea Ropko- Chair of the ODS Parent's Council

Amy Schofield- ODS Director

Jeter Walker- UUCC professional staff member

Janet Zick- Chair

This completes our second year of operating as the managing body for the School. The highlights of our year are as follows:

Facilities Management

- The Church and School greatly benefited from the repairs and renovations that took place over the summer. The ceiling tiles on the second floor of the school were replaced and the rooms repainted. The Priestly room was outfitted with carpet, new base molding and supplied with updated furniture. The kitchen was renovated.
- The Team conducted a space usage survey of the education wing and found opportunities for space sharing between the UUCC and ODS. The Priestly room is now used by ODS for the music program for full day students and the Sigismund room is used by ODS parents and staff during times when it does not conflict with church programs.

OPEN DOOR SCHOOL MANAGING TEAM

Annual Report 2010-2011

submitted by, Janet Zick, chair

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Communications

- The Team established a business process for communications of ODS events
- The ODS website was completed with links to the UUCS site. The site can now be managed by the ODS Office Manager ensuring timely communication and up-to-date information.
- The family handbook is available electronically for our ODS community. This is one example of our 'green' initiative to save resources and minimize expenses.
- The financial aid application and eligibility worksheet are available on-line.
- The updated website design ensures ease of use. Visit: http://www.uuccharlotte.org/ods_home.asp

Financial Management

- ODS and UUCS already share a common financial system with QuickBooks. The ODS monthly financial reporting format was standardized to be consistent with that used by the church.
- The Team Financial Coordinator is working collaboratively with the UUCS Finance Chair to define common financial practices for the Church and School.
- The budgeting format for ODS has been reworked to provide greater ease of use for the Director. The standardized format will provide a cleaner reference for the collaborative work of the budget process.

ODS Parent Council

- The Chair of the Council is in the process of setting up an endowment for the Sue Riley Fund. The formalized establishment of an endowment will position the fund for future growth, with the interest to be used as one revenue stream for the ODS financial aid fund.
- The ODS Parent Council elected to direct the majority of the fundraising efforts to finance the ODS Financial Aid fund.

Personnel

- Last Spring, Nancy Cooke and a very dedicated team conducted a successful search for our new Director of ODS. It was with delight that we welcomed Amy Smith to the position, effective July 2010.
- The Team completed a review of the benefits for ODS staff. A health benefit package will be offered to all qualifying employees.
- A director evaluation process was developed last year. The team will use the new format with the year end evaluation of our director.

Management Team Archive

- The Team is in the process of identification of key documents that need to be retained and made available for future use. The documents will be housed in electronic form with security access established by the Team. Additional hard copies will be kept in a separate, secure location.

Transitions

- Janet Zick and Martha Kniseley will be completing their terms at the end of June. Donna Fisher will be the new incoming Chair. Two new members of the team will be welcomed in July.

OPEN DOOR SCHOOL

Annual Report 2010-2011

submitted by Amy Smith, Director

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Overview:

An outreach program of the Unitarian Universalist Church of Charlotte (UUCC), Open Door School (ODS) resides in the CYRE wing of the church during the week. The school relies on the active support of parents for their time, talents and fundraising contributions. Overall, ODS experienced a positive year:

- Enrollment was at 98%. The majority of the financials met budget and the students experienced a rewarding year of enriched learning following the Open Door philosophy of discovery learning. The school is proud to have current enrollment of 103 students. The ODS scholarship financial aid awarded a total of \$7,258 during the school year. This is a \$4778 increase from 09-10.
- YTD fundraising total: \$5,041 (\$2,000 is budgeted to go into operation budget as income so the amount will be \$3,041 once that transfer is made.) Ongoing fundraisers with YTD totals include:
 - Harris-Teeter's Together in Education (\$386)
 - Keep It in the Family (\$110)
 - Citipass Books (\$425)
 - Shoe Man (\$104)
 - Letter Writing Campaign that has so far raised (\$770.00)
- A financial agreement of fair share between the school and the church increased 30% with the school contributing a total of \$21,492.
- Our Director and Program Coordinator continued participation in a local director's group.

School Makeup:

ODS is comprised of one full-day, multi-age licensed class and six half-day preschool classes. There are currently twelve children with diagnosed special needs/conditions and twenty four children from diverse ethnic backgrounds. None of the children speak English as their second language. Out of seventeen staff members, four come from diverse backgrounds. Families and staff travel from eighteen different zip codes to attend Open Door School.

New This Year:

Amy Schofield Smith took over as Director of ODS, Sheila Locklear stepped into the newly created position of Program Coordinator and Amy Crew became full-time and assumed the majority of the accounting responsibility.

- Financial Aid application process and form were updated
- Transition of ODS accounting software from ProCare to Quickbooks was completed
- Parent Council role has been defined as the primary fundraising agent as well as support for teachers and representative for parents
- Magnet Sales raised \$202
- Mabel's Labels raised \$131
- Holiday Craft Sale raised \$234

Parent Education:

Parent education workshops continued to be open to the community as well as to parents of enrolled children. The topics: Positive Discipline, Amy Schofield, Director and Sheila Locklear, Program Coordinator, (November); Learning Through Play, – Carolyn Walker, former lead teacher from Children's Schoolhouse (January); Discipline, (January) – Child Development: Sex and Violence in the

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Media, Anna Offerdahl, former ODS student, (February); Is It ADHD or Just Inattention, Dr. James MacIntyre, UUCC member, and child and adolescent psychiatrist at CMC-Randolph Behavioral Health Center.

Staff Education:

- Annual Staff Development Week focused on the reviewing of program philosophy, policies, guidelines
- The entire staff attended two workshops sponsored by Childcare Resources
- A number of ODS staff participated and attended a workshop created locally by the Community Education Project
- Staff also attended workshops sponsored by the NC Department of Health and Sanitation
- Monthly staff meetings had educational component added to promote experience sharing between teachers
- ODS provided multiple opportunities for visitations and observations of our school for students from area colleges and preschool teachers from other centers
- Amy Schofield Smith and Sheila Locklear will take a class to certify them in playground inspection. They are also enrolled in Administration classes

Maintenance:

- Maintained playgrounds and equipment (power washing/staining, mulch, sand and purchase of new tire swing)
- Steam cleaned classrooms' carpets and couches
- Purchased a new high efficiency wet/dry vacuum.

Monthly Happenings: (in addition to monthly staff and council meetings):

July:

- Updated registration packets were sent out to families
- Staff handbook was updated for the 2010-2011 school year
- Amy Crew organized and ran three weeks of summer camps in June and July

August:

- The annual ODS Beautification Day had parents sanding, painting, and cleaning. Minor repairs and maintenance tasks were completed
- A potluck picnic and beginning of the year raffle was held in conjunction with Beautification Day to welcome new and returning families to ODS. Raffle raised \$ 210

September:

- Annual Parent Orientation was held. New and returning families were welcomed by ODS community
- Orientations for substitute teachers was held
- Annual T-shirt fundraiser was held. Money raised- \$ 1445
- Our school year started with 98% enrollment.
- Citipass book sale. Money raised: \$425

OPEN DOOR SCHOOL
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October:

- Curriculum Nights were held to provide better communication between staff and families on October 12th & 14th
- Staff Development Day – Teacher led presentations
- Candid Pictures of children fundraiser was held. Money raised: \$ 888

November:

- Holiday craft sale. Money raised: \$234
- Bake Sale raised \$1160
- Parent Education forum “Positive Discipline” brought many families together.

December:

- Operating Budget for the 2011-2012 academic year was approved.
- Student registration forms were sent out

January:

- Our semi-annual newsletter “Open Door Ways” was sent out. The newsletter provided a variety of articles focusing on our school community from both parents and staff
- Parent Education forum “How Children Learn Through Play” brought many families together

February:

- An Open House was successfully planned and held with 22 prospective families attending and 14 registering
- Summer camps for June-July 2011 were advertised

March:

- Teacher workdays were held March 4 and 7. ODS staff worked on mandated annual updates to NAEYC school and classroom portfolios
- Classroom placements announced

April:

- Class photos were taken. Profit to be determined
- Fundraising for scholarships letter sent out - \$770 raised to date

May:

- Our semi-annual newsletter “Open Door Ways” will be sent out. The newsletter provided a variety of articles focusing on our school community from both parents and staff
- Parent council will hold an appreciation breakfast for the ODS staff
- End-of- year ice cream parties will be held close to the end of the school year
- Staff Cleaning Week
- Spring Fest scheduled

We are very enthusiastic about upcoming events and have much to look forward to next year. We are presently at 96% enrollment for the academic 2011-2012 year and have started waiting lists for several classes.

Addendum



Unitarian Universalist Church of Charlotte

REPORT OF POLICY

Record of policy and significant action taken by The UUCC Board of Trustees from May 2010-April 2011 Submitted by Eric Blau, Board-Clerk

Each meeting of the UUCC Board of Trustees begins with opening words and reading of the leadership covenant. Next on the agenda is Board Business including approval of minutes and review of the church calendar. Then Board-Staff Linkage items are reviewed including Coordinating Team minutes, the membership report and the financial report. A majority of the Board meeting is typically spent on Policy Governance Ends/Envisioning Plan Dialog agenda items. The meeting also includes an "Eyes and Ears" agenda item where Board members share feedback on what they are seeing or hearing from congregation/community members.

The FY 2010 Board includes the following members: Colleen Beale, Eric Blau, Fred Dodson, Nancy Greene, Greg Schropp, Carol Rousey, Katy Ridnouer, Brad Smith and George Weir. Staff attending Board meetings typically include Jay Leach and Jeter Walker. The Board meets on the third Monday of each month and special meetings are called as needed. Below are specific highlights from each meeting.

May 17, 2010

- The Board continued discussing plans for continuing the activities of the church during Jay's sabbatical.
- Fred Dodson led discussion around the upcoming annual meeting including a review of a meeting agenda.
- The Board finalized plans for the annual meeting.
- Fred Dodson presented Colleen Beale as Board Chair for the upcoming year. Board unanimously approved.
- Eric Blau volunteered to serve as Board Clerk for the upcoming year. Board unanimously approved.
- Board agreed that the Sybil Bernstein Award would be announced and the recipients honored during both services on May 23.
- Karen offered to host the joint meeting of outgoing and incoming Board members at her home on June 21.
- Upon the recommendation of the Jay and a discussion of her many qualifications, the Board voted and approved the sponsorship of Mary Frances Comer in the process of becoming a UU minister.
- Board agreed to discuss the formation of a Denominational Affairs Committee at next meeting.
- The Board approved the proposed 2010-2011 budget as presented by Jeter.

June 21, 2010

- The Board welcomed new UUCC Board members Katy Ridnouer, Greg Schropp and Brad Smith. Outgoing Board members Dave Walsh, Karen Parker Thompson and Laura Neff were recognized and thanked for their service.
- Colleen Beale created a new Board of Trustees website and began the process of capturing electronically all past and present Board materials.
- The Board discussed the sabbatical lay leadership plan and strategized on how to help the sabbatical team implement the plan over the next six months.
- Jay and the Board discussed final items prior to his departure on sabbatical.

July 20, 2010

- The board discussed ways to receive feedback from the congregation and to communicate the work of the board to the congregation during the sabbatical period.
- Board discussed the importance of maintaining a high degree of involvement in the activities of the UUCC during the sabbatical period, including the need to support the work of the sabbatical planning committee.
- Fred led a discussion of topics to be addressed by the Board in FY 2010.

August 16, 2010

- The Board established a goal for the next six months to gather feedback from the congregation on the UUCC through a series of small group meetings, dinners, and an electronic survey for the purposes of envisioning plan work. This feedback would then be presented to Jay upon his return from sabbatical. At that point the

board would work with Jay and the CT Team to implement as appropriate in accordance with UUCC by-laws and policies.

- Board implemented an electronic approval process for meeting minutes.
- Board agreed on a set of five questions which would guide envisioning feedback:
 - What's engaging you at UUCC beyond the Sunday services?
 - What is the UUCC doing that's important to you?
 - What can we offer you that we're not currently offering?
 - What do you see as your responsibility to the church?
 - How can the church make better use of your skill set?

September 20, 2010

- The board continued its discussions of opportunities to receive envisioning feedback from the congregation including the discussion of feedback questions in small group gatherings, special mention during worship services, and online survey.
- Board added meeting with members between services in Freeman Hall as an additional method of gathering envisioning feedback.

October 18, 2010

- Board scheduled time to meet with Jay on January 14th and 15th to debrief and synthesize, review input from the congregation, and learn more about his sabbatical experience.
- Began plans for the Christmas Eve reception.
- Board discussed its plans to assist in the efforts of the Stewardship Committee and discussed the committee's intent to raise the campaign goal to \$1 million this year to accommodate additional needs of the church.
- Continued discussions around producing a new Envisioning Plan prior to the end of the fiscal year
- Discussed setting a date for the congregation's Annual Meeting.
- Colleen updated the board on her ongoing work capturing the collective congregational feedback from various UUCC groups. Records of this feedback are maintained on the board's website.
- Board discussed the electronic survey which will be distributed around the UUCC Vision/Feedback questions. Survey will be launched in November.

November 15, 2010

- The Board was updated on capital expenditures related to the completion of the kitchen remodeling and the replacement of two furnace units.
- The Board continued plans for the Christmas Eve reception.
- Discussed reaching out to any additional interest groups which were considering hosting feedback sessions in an effort to maximize small group input to the Envisioning Plan.
- Board reviewed the online survey software (Constant Contact) which will be used to conduct the congregational survey. Survey launched in November.

December 20, 2010

- Randy Whitt presented the goals of the stewardship campaign to the board
- Discussed the awareness within the congregation of policy governance as it relates to the Board.
- Board reviewed envisioning feedback collection process including how to identify common responses.
- Board prepared for its post-sabbatical meeting with Jay in January.

December 24, 2011

- The Board sponsored the Christmas Eve Reception.

January 14, 2011 Board Sponsored Dinner for Senior Minister

- The Board invited the Senior Minister to attend an evening dinner, hosted by Katy Ridnour in her home. The evening was intentionally planned to be an informal event and provided an opportunity for all to reconnect after Jay's sabbatical.

January 15, 2011 Retreat/Strategic Planning Session

- The Board met for its annual retreat on Saturday January 15th from 9am to 2pm. During the retreat the board engaged in extensive discussions around policy governance, the Ends/Envisioning Plan and congregational feedback around the envisioning process.
- Following the session, the Board convened for its regularly scheduled January meeting.
- Jay presented the board with a proposal for a revised sabbatical plan. Board agreed to review and vote on the proposal during the February meeting.
- Launch of the Stewardship Campaign was discussed.
- Board began the process of forming the Board Selection Committee. This committee will identify members to fill three outgoing board seats.
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February 21, 2011

- Board voted on and approved the sabbatical proposal proposed by the senior minister in January.
- Board discussed the progress of the on-going stewardship campaign.
- Board voted on and approved re-launching the search for a second minister..
- During the CT report the Board discussed the fact that 25 members had been removed from membership as required by the UUCC by-laws due to lack of having made the required contribution of record.
- Board reviewed the timeline including the ongoing Envisioning Plan dialogue.

March 21, 2011

- Board discussed the progress of the on-going stewardship campaign.
- Board Nominating Committee is currently working on its list of Board nominees and will submit this list to the Board in early May.
- The Board discussed candidates for the Sybill Bernstein Award . One candidate was selected and approved by the Board as this year's recipient.
- The Board also discussed the Charlotte Watkins Award and agreed that to discuss potential nominees in the fall of 2011.
- Jay provided a recap of the second minister search process from 2007-08. The Board voted and agreed to approve four former members of the search team to serve on the committee again. Two additional nominees will be presented to the Board in the future.
- Colleen Beale presented a Policy Governance Orientation summary presentation to the board. The Board reviewed the principles of policy governance and agreed to introduce the concept to members of the Board Nominating Committee as a means to inform Board nominees of how the UUCC Board operates.
- Board agreed to review envisioning feedback during the April meeting.

April 18, 2011

- The Board conducted extensive dialogue around the Ends/Envisioning Plan.
- To determine which Ends needed to be addressed first, the Board assigned each one of the congregation's Ends feedback to the five Ends statements. The same was process was followed for the Board's Ends feedback. The result was that Ends #1 and #2 were the most heavily weighted from both the congregation and the board.
- Board discussed how the five Ends statements fit in to the overall organization and also included a discussion of the boundaries of the Envisioning Plan.
- The Board concluded that Ends Statements #1 and #2 (in that order) continue to be the top areas of focus.
- An action item for the Board will be to take on the responsibility of educating the congregation on the prioritization of these Ends.
- The Board voted on the Secretary and Board Chair for the coming year



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